

PAD FIC-18-61
29 March 1961

MEMORANDUM TO: Members of NPIC Photographic Analysis Panel

FROM: Chief, PAD

SUBJECT: Suggestions Re Joint PI Area at NPIC

1. The following is a proposal to suggest ways that the Joint PI Area at NPIC could be administered. Comments and suggestions are requested. For convenience, in writing and discussion, the Joint PI area will hereafter be referred to as NPAA (National Photographic Analysis Area).

2. There are many ways that such an area could be set up, e.g.:

A. Continue as at present with PAD/EAS carrying the support responsibility in overseeing the space, equipment, etc., but having no administrative responsibility for non-PAD personnel assigned to joint projects being worked in the area. Such support responsibility is quite demanding, time consuming, and in many cases, menial. However, such an arrangement has its advantages in space utilization, (conference room, briefing rooms, equipment maintenance room, etc.); handling visitors, consultants, etc.; maintaining supplies of forms and small gear for ORES, CASE, MCI's, etc.; setting up equipment and facilities for CASE and MCI's, etc.

B. Set NPAA up as a Line Division in NPIC with Division Chief, Deputy, etc.

C. Provide an NPAA area (smaller than now under consideration) of meeting rooms only for use when joint teams get together for discussion, with individual PIs doing detailed analysis at their own work spots in their Departmental area.

D. See outlined proposal below.

3. Considering all the details, both large and small, and

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the lessons learned over a period of several years, I would recommend either the system outlined in the following proposal, or that we continue the present system as outlined in (A) above. This latter method would be relatively easy to effect by the addition of a few personnel to P/D/HES, and would obviate the necessity of duplicating facilities and providing an additional staff. It is believed that the most efficient method of operation (space wise, equipment wise, administration wise) would be a combination of (A) and (C). It is felt that (B) above is completely out of the question in that as directed in NSCID #8 (Paragraph 2a (2) page 3) personnel "----shall be functionally under the direction of the Director, EPIC, for joint activities, but shall remain administratively responsible to their parent organizations."

4. Proposal (D) following, is outlined merely to show how a completely separate NPAA could operate and be staffed. It is urged that this committee should finalize its recommendations to the Director, EPIC, as soon as possible in order to expedite planning for design of facilities

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Proposal (D) for Operation of Joint PI Area at EPIC

NPAA is the Joint Photo Interpretation working area within EPIC, not a line division of EPIC. It will operate under the direction of an Administrative Staff (NPAA Staff). The NPAA Staff's role is that of a service activity, with the service being that of providing adequate working accommodations for joint projects. The NPAA Staff carries no substantive responsibility. Photo Interpretation analysts will not be assigned to the NPAA as part of its working staff; thus, the NPAA will not have a photo interpretation capability within itself. NPAA will not maintain permanent storage of any intelligence material. The NPAA Staff Chief will report directly to the Director, EPIC. The NPAA Staff Chief will not have administrative control over any of the PI personnel working on joint projects in the NPAA.

NPAA could be administered in the beginning by a small group (perhaps six--supplied from all Departmental areas) serving strictly as a support group to carry such responsibilities as:

1. providing and assigning adequate working space for all joint projects done at EPIC;
2. providing joint working groups with certain large

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pieces of equipment--e.g., Richardsons, etc.;

3. furnishing logistics support to joint teams: report typing, photo order processing, assisting in formal briefings, small daily working supplies;
4. furnishing storage space for joint team working materials during the time such teams are working in HPAA;
5. controlling the security of the area.

Requirements received by the HPIC/RS would be forwarded to a senior Joint Admin Panel, (Ops. Staff, or some such, consisting of the SID of each Departmental Area or his designee) which would determine all HPAA personnel assignments, e.g., the chairman and membership of each joint project team. The only change here, from present operations, being the removal of chairmanship and priority determination from the current JPSC (now known as HPIC Requirements Board).

All in all the HPAA would operate much as the Joint area does now, except that the area would be HPIC administered and would not be administratively under CIA Departmental (PAD).

The key to successful operation of the area is the HPAA Staff assigned, including sufficient typing help. This Staff should understand that they are a support group (not substantive) whose sole purpose is to promote smooth operation of the area and expedite the production of joint work. A typist pool should function under the direction of the HPAA Staff Chief, with typists supplied from all four Departmental areas. As a starter, the HPAA Staff could be made up as follows:

1. Chief
2. Instrument maintenance, equipment and supply man
3. Clerk-typist for handling all photo orders, and other requests for support, etc.
4. Typist pool--minimum of three typists for manuscript typing.

ENCLOSURES

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The NPAA should not maintain permanent intelligence files, but only file cabinets, map cabinets, and storage cabinets for use by joint teams while engaged in project work. All such intelligence material should be transient in the NPAA area. The only permanent files should be a minimum of NPAA Staff files for photo order records, work orders, etc.

Project status could be reported by the NPAA Staff Chief.

Collateral support as now.

Lab support as now.

Elit and graphic support as now.

SIO sign-off as now.

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047 = Band
1 = Date P.D

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